

## The Search for a Settled Minister: Important Information for the Congregation

**Section 8.II.A of the OUUC bylaws states:** *When a position of Senior or Associate Minister is vacant, the Board shall appoint a search committee from a list of members recommended by the Leadership Development Committee. The search committee shall recommend candidates to the Board and, upon approval by the Board, to the voting members.*

Although the bylaws do not speak to involvement by members of the congregation in establishing the search committee, the Board and the Leadership Development Committee believe the input of you as members is absolutely vital to the process. We will therefore solicit input from every member of the congregation before establishing the search committee. With your help, we will select the search team. We need your input!

### Your Role as a Member of the Congregation

- Identify potential search committee members (**Jan. – Feb. 2018**)
  - Each member of the congregation will be called and asked a variety of questions about qualities you believe are important in search committee members (see below, in italics); please think and reflect on those qualities now in preparation for that phone call.
- Actively engage with the search committee once it is appointed (**Fall 2018**)
  - Provide your perspective on the qualities you want to see in a minister.
  - Commit to participation in meetings or surveys.
  - Attend Beyond Categorical Thinking or similar workshop.
- Actively participate during candidating week (**April – May 2019**)
  - Read information about the ministerial candidate.
  - Take every opportunity to meet the candidate.
  - Attend worship; actively listen to both sermons from the candidate.
  - Engage your mind and your heart in discernment about the candidate, personally and in conversation with other OUUC members.
- Actively commit to searching your heart and soul about the fit between the candidate and OUUC, and speak your truth about that to the search committee, so that they may discern the will of the entire membership on this important issue.

### Role of the Board

- During **January and February 2018**, assist the Leadership Development Committee in making telephone calls to each member of the congregation to hear your thoughts about who would be a good fit for the search committee. We will be calling you!
- By early **April 2018**, appoint a search committee from those recommended by Leadership Development. We seek to choose members who:
  - *are widely respected in the congregation,*
  - *committed to the congregation,*
  - *reflect congregational diversity and a variety of attributes and perspectives, and*
  - *approach this important process with discernment and good will.*

## Role of the Search Committee

- Discern the best thinking of you, the congregation, about the qualities of the minister who will best lead us into the future.
- Synthesize your thoughts and input about OUUC into a presentation about the congregation and the community to help ministerial candidates understand who we are and what we value.
- From candidates seeking settled ministerial positions in 2019, recommend a candidate for consideration and decision-making by the congregation.
- The search team will follow this approximate schedule:
  - **April – July 2018:** educate selves and one another on search process; determine roles of individual members; make initial preparations for search process
  - **August – November 2018:** prepare and conduct member surveys, meetings, and workshops; compile a presentation, website, and packets for exchange with interested ministers; post application and congregational record
  - **January – March 2019:** receive names of candidates; review and screen candidate records; narrow candidate pool and conduct initial interviews; select ministers for pre-candidating weekends; conduct reference checks
  - **April 2019:** make an offer to their first choice to be our new minister; do additional background checks; announce candidate to the congregation
  - **May 2019:** candidating week; ministerial candidate preaches on two Sundays; candidate meets with staff, congregational leaders, committees, and members; congregation votes whether to call the candidate